

**COUNTY OF SAN LUIS OBISPO BOARD OF SUPERVISORS  
AGENDA ITEM TRANSMITTAL**

(1) DEPARTMENT Public Works	(2) MEETING DATE 12/2/2014	(3) CONTACT/PHONE Jeremy Ghent, Project Manager (805) 781-1406	
(4) SUBJECT Request to: 1) approve a professional services agreement, in the amount of \$98,200, with Omni Means for engineering services to prepare update to the traffic model and community circulation study for the South County Road Improvement Fee areas; 2) authorize the Public Works Director to sign amendments to the agreements in the amount of \$10,000; and 3) authorize a budget adjustment in the amount of \$40,000 to increase the appropriation and associated funding for the South County Circulation Study Five Year Update and Circulation Study. District 4.			
(5) RECOMMENDED ACTION It is recommended that the Board: <ol style="list-style-type: none"> <li>1) Approve and execute an agreement for engineering consultant services with Omni Means in the amount of \$98,200 to prepare update to the traffic model, and community circulation study for the South County Road Improvement Fee Areas;</li> <li>2) Authorize the Public Works Director to sign amendments to the agreement for a contingency amount of \$10,000 for a total contract amount of \$108,200; and</li> <li>3) Authorize a budget adjustment, in the amount of \$40,000, to increase the appropriation and the associated funding for the South County Area Circulation Study by 4/5 vote.</li> </ol>			
(6) FUNDING SOURCE(S) Road Impact Fees	(7) CURRENT YEAR FINANCIAL IMPACT \$108,200.00	(8) ANNUAL FINANCIAL IMPACT \$0.00	(9) BUDGETED? Yes
(10) AGENDA PLACEMENT <input checked="" type="checkbox"/> Consent <input type="checkbox"/> Presentation <input type="checkbox"/> Hearing (Time Est. ____ ) <input type="checkbox"/> Board Business (Time Est. ____ )			
(11) EXECUTED DOCUMENTS <input type="checkbox"/> Resolutions <input checked="" type="checkbox"/> Contracts <input type="checkbox"/> Ordinances <input type="checkbox"/> N/A			
(12) OUTLINE AGREEMENT REQUISITION NUMBER (OAR)  19001474		(13) BUDGET ADJUSTMENT REQUIRED? BAR ID Number: 1415054 <input checked="" type="checkbox"/> 4/5 Vote Required <input type="checkbox"/> N/A	
(14) LOCATION MAP N/A	(15) BUSINESS IMPACT STATEMENT? No	(16) AGENDA ITEM HISTORY <input checked="" type="checkbox"/> N/A    Date: _____	
(17) ADMINISTRATIVE OFFICE REVIEW Emily Jackson			
(18) SUPERVISOR DISTRICT(S) District 4			

Reference: 14DEC02-C-3

## County of San Luis Obispo



TO: Board of Supervisors

FROM: Public Works  
Jeremy Ghent, Project Manager

VIA: Glenn D. Marshall, Transportation Division Manager

DATE: 12/2/2014

SUBJECT: Request to: 1) approve a professional services agreement, in the amount of \$98,200, with Omni Means for engineering services to prepare update to the traffic model and community circulation study for the South County Road Improvement Fee areas; 2) authorize the Public Works Director to sign amendments to the agreements in the amount of \$10,000; and 3) authorize a budget adjustment in the amount of \$40,000 to increase the appropriation and associated funding for the South County Circulation Study Five Year Update and Circulation Study. District 4.

### **RECOMMENDATION**

It is recommended that the Board:

- 1) Approve and execute an agreement for engineering consultant services with Omni Means in the amount of \$98,200 to prepare update to the traffic model, and community circulation study for the South County Road Improvement Fee Areas;
- 2) Authorize the Public Works Director to sign amendments to the agreement for a contingency amount of \$10,000 for a total contract amount of \$108,200; and
- 3) Authorize a budget adjustment, in the amount of \$40,000, to increase the appropriation and the associated funding for the South County Area Circulation Study by 4/5 vote.

### **DISCUSSION**

Pursuant to Government Code 66006(b), the Public Works Department is preparing a five year update for the Community Model and Circulation Study for the South County Road Improvement Fee Areas. Previously, your Board adopted resolutions, beginning in 1991, imposing Road Improvement Fees as a mitigation measure to offset new traffic impacts based on Board adopted Circulation Level of Service Policy. New development under the provisions of Ordinance 2379 are charged the fee at issuance of building permits.

The consultant, Omni-Means of Roseville/San Luis Obispo will update the existing traffic model by collecting traffic data, updating land use inventory, calibrating the model and output report to re-establish the capital project list for mitigation of development impacts. Project estimates and Road Improvement Fees will be updated for review by the community advisory committee and your Board in late 2015.

Public Works maintains a consultant short list of traffic engineering firms from which Request for Proposals (RFP) are sought. We sent a RFP to all three traffic engineering consultants but only received two proposals. The proposals were ranked by a panel of two County Staff and one Professional from an outside agency. The panel selected Omni Means proposal based on numerous screening criteria.

Approval of this professional services agreement will allow the County to complete five year circulation study and community model updates for the two South County Areas.

### **OTHER AGENCY INVOLVEMENT/IMPACT**

The South County Advisory Council has and will be kept informed regarding the progress of this update. They will also be involved directly with presentations made to the Traffic and Circulation sub-committee as part of the County's public outreach.

County Counsel has reviewed the contract for legal form and effect.

### **FINANCIAL CONSIDERATIONS**

The proposed Agreement for Omni Means is for compensation of \$98,200. It also provides for authorization of future amendments not to exceed an amount of \$10,000, for a total of \$108,200.

Funding for the traffic circulation study will be from fees collected in the South County Road Improvement Areas. There is currently \$90,000 budgeted in the Road Fund FY 2014/15 for the traffic circulation study. The estimated costs to complete the traffic circulation study is \$130,000, including the contract and associated staff time. The estimated budget shortfall of \$40,000 would also be funded from fees collected in the South County Road Improvement Areas.

It is necessary for your Board to authorize a budget adjustment, in the amount of \$40,000, by a 4/5 vote to increase the appropriation and associated funding.

Please see Exhibit "A" for an estimated cost breakdown of the project.

### **RESULTS**

Approval of this agreement will provide for the continuation of the South County Road Improvement Fee program in compliance with the Government Code. Implementation of the program will assist in maintaining the quality of life for the South County and provide for a well-governed community.

File: 245R1C121, 245R12C122

Reference: 14DEC02-C-3

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### **ATTACHMENTS**

1. Exhibit A – Project Cost Estimates
2. Agreement for Professional Engineering Services